



2023-24

Opioid Prevention Grant Overview

Wisconsin Department of Public Instruction
Jill K. Underly, PhD, State Superintendent
Madison, Wisconsin

This report is available from:

STUDENT SERVICES/PREVENTION & WELLNESS TEAM

Emily Holder

Wisconsin Department of Public Instruction

125 South Webster Street

Madison, WI 53703

(608) 266-8960

<https://dpi.wi.gov/sspw/aoda/opioidpreventiongrant>

Spring 2023

Wisconsin Department of Public Instruction

The Wisconsin Department of Public Instruction does not discriminate on the basis of sex, race, color, religion, creed, age, national origin, ancestry, pregnancy, marital status or parental status, sexual orientation, or ability and provides equal access to the Boy Scouts of America and other designated youth groups.

Table of Contents

General Program Information	1
Competition Summary	2
Grant Administration	4
Application Detail and Instructions	6
Appendix A	7
Appendix B	8

General Program Information

Program Overview and Purpose of the Funding

Opioids prescribed by a doctor can be helpful in treating moderate to severe pain when used as directed. Misuse of prescription opioids can have serious consequences, including overdose and death. Wisconsin high school students participate in the Youth Risk Behavior Surveillance System (YRBS), a confidential online survey conducted by the Centers for Disease Control and Prevention and the Wisconsin Department of Public Instruction (DPI). According to the Wisconsin 2021 YRBS, 11.2 percent of high school students (grades 9-12) have taken prescription pain medication (including drugs such as codeine, Vicodin®, OxyContin®, hydrocodone, and Percocet®) at least once in their life without a doctor's prescription or differently than a doctor told them to use it. Wisconsin high school students who identify as female report lifetime prescription pain medication misuse at a higher rate (14.1 percent) than high school students who identify as male (8.2 percent).

A competitive grant program has been established for opioid prevention programs for Wisconsin public school districts, private schools, and independent (2x and 2r) charter schools. The purpose of this funding is to support new or existing substance use prevention programs that are supplemented with knowledge and skills specific to opioid prevention and unintentional fentanyl exposure.

In awarding grants under this program, the DPI will give preference to applications that have identified a substance use prevention policy along with an evidence-based substance use prevention program inclusive of opioid prevention messaging. Geographic distribution throughout the state will also be considered.

Funding Overview

This funding originates from the Opioid Settlement Funds awarded to the Department of Health Services. The Joint Finance Committee approved \$250,000 for DPI to administer a competitive grant program to support K-12 evidence-based substance use prevention curriculum or programs in public, private and independent charter schools in Wisconsin.

[PI-38 Subchapter I and II: General state grant programs and general administrative procedures](#)

Competition Summary

Funding Eligibility and Distribution

Requirements at a Glance

Eligible Applicants	Public school districts, private schools, and independent (2r and 2x) charter schools are eligible to apply.		
Submission Deadline	4:00 p.m. on Friday, May 5, 2023		
Award Amount(s)	Category	K-12 Enrollment	Maximum Award
	MPS	80,000+	\$25,000
	Large	≥3,000	\$15,000
	Medium	1000-2999	\$10,000
	Small	<1,000	\$5,000

Competition Summary

Funding Eligibility and Distribution

Who is Eligible?

Public school districts, private schools, and independent (2r and 2x) charter schools are allowed to apply.

Funding Priorities

The Department of Public Instruction will give preference to applications that address a substance use prevention policy, an evidence-based substance use prevention curriculum/program and a strategy for including opioid prevention messaging. Statewide geographic distribution will also be considered.

Length of Award

Funding will begin July 1, 2023, and end June 30, 2024.

Tier of Eligibility

The Department of Public Instruction will award funds on a competitive basis in categories based on the school district/school enrollments. Proposals will be evaluated within their specific enrollment category. Individual public school districts, private schools and independent charter schools will be eligible for grant awards of no more than the maximum award detailed below.

Districts/schools use K-12 enrollment from the third Friday of September count to determine their funding level.

Category	K-12 Enrollment	Maximum Award
MPS	80,000+	\$25,000
Large	≥3,000	\$15,000
Medium	1,000-2,999	\$10,000
Small	<1,000	\$5,000

Competition Timeline

Date	Task
Spring 2023	Application materials for the Opioid Prevention Grant Program are made available on the DPI's Opioid Prevention Grant Program webpage.
May 5, 2023 4:00 p.m.	Opioid Prevention Grant Program applications are due to the DPI electronically through the online form.
Summer 2023	Grant funding notifications announced.
February 2024	Interim report due.
June 15, 2024	Completion of projects and End of Year (EOY) Reports submitted to the DPI.
June 30, 2024	End of the State Fiscal Year (SFY); Final Claim submitted to the DPI.

Grant Administration

Program Services and Activity Requirements

Allowable Activities

The focus of this program is on policy adoption and evidence-based substance use prevention programs with local enhancements to increase knowledge and skills specific to opioid prevention and unintentional fentanyl exposure. Examples of universal evidence-based substance use prevention programs include, but are not limited to, Botvin's LifeSkills, Project Alert, Strengthening Families, Too Good for Drugs, Guiding Good Choices, Project Northland, PreVenture, school partnerships with community coalitions, etc. Selective interventions supporting substance use and opioid prevention include training for staff, parent education and peer education programs.

Program Services and Activity Requirements

PRIORITIES FOR FUNDING

Grant reviewers will place an emphasis on:

- Projects that address substance use prevention policy and opioid prevention messaging.
- Projects that clearly outline the implementation of an evidence-based substance use prevention curriculum or program.
- Projects that provide a clear description for enhancing the evidence-based substance use prevention curriculum or program with opioid prevention knowledge and skills.
- The equitable geographic distribution of funds.

Evaluation Requirements

How to Measure Success

Evaluation plans are used to assess the effectiveness of opioid prevention programs. Data should be collected which will demonstrate this effectiveness. Data can be qualitative or quantitative. Some examples of ways to collect data include surveys to measure perceptions, descriptive narratives that explain processes and participation or outcome data. A report of the number of students served will be required.

Fiscal Management Requirements

This is a reimbursement-based grant, meaning that costs are incurred by the grantee and reimbursed by the DPI. Grantees are required to submit the DPI's [program fiscal report PI-1086](#) for reimbursements to the grant accounting team in-box, DPIclaimforms@dpi.wi.gov, by the end date of the grant, June 30, 2024.

Fiscal Contact

For more information, please contact dpifn@dpi.wi.gov.

Budget

A well-prepared budget must align to the activities outlined for the proposed program and be reasonable and appropriate to the funding purposes for the Opioid Prevention Grant Program.

The DPI's accounting office uses the Wisconsin Uniform Financial Accounting Requirements (WUFAR) to track and process a grant's budget. **Appendix A** provides additional information on WUFAR. Work with your business office to ensure that correct WUFAR coding is used for your budget.

Allowable costs - Includes salaries/stipends, fringe, purchased services, approved non-capital objects, substitute costs to support staff attendance at training.

Unallowable cost - Treatment; Naloxone; entertainment; furniture; capital objects; technology and indirect costs.

Staff stipends/salaries are limited to 20 percent of the total grant budget.

Speaker costs are capped at \$1,000/day per speaker, excluding travel costs.

A match amount is **not** required for this grant.

Funds are meant to supplement not supplant current funds.

Application Detail and Instructions

General Instructions

- Applicants must complete the 2023-24 opioid prevention grant application via the following link; https://widpi.co1.qualtrics.com/jfe/form/SV_0pjFxUsp15jokia
- To navigate between sections, you will need to click the appropriately labeled buttons located at the bottom of each screen.
- Your access to the online application is specific to the device used to complete the application. This means that your work will automatically be saved, and you can exit the application and return later, provided you are using the same device each time.
- To submit the application, click the submit button that follows the signature function on the last page of your application.
- Once you have submitted your application, you will receive an email notification of submission that includes a screenshot of the data submitted. You will not be able to modify your work unless a resubmittal is requested from the DPI.
- It is advised to use Google Chrome as your browser when completing this application.

Program-related questions, contact:

Emily Holder, Education Consultant, by email: emily.holder@dpi.wi.gov or phone at (608) 267-9170.

Grant material questions can be directed to:

Hafsa Mohamed, Grants Specialist, by email: hafsa.mohamed@dpi.wi.gov or phone at (608) 264-6708.

Application Review Process

All grants received by 4:00 p.m. on May 5, 2023 by DPI, will be reviewed. The review process takes place in two phases. It involves school, community, and state personnel with background and knowledge in programs and services related to Alcohol and Other Drug Abuse (AODA) and children's health and well-being.

Description of the Peer Review Process

During May and June, a group of external reviewers from school districts, community agencies, and the State Superintendent's AODA Council are given guidance for a grant review process. The reviewers will give an overall rating for each project. This rating is based on the criteria listed in the Rating Scale and Rubric which can be viewed in **Appendix B**. External reviewers do not make recommendations on budget reductions or award amounts. Their evaluation is focused on the merits of the proposal narrative.

Description of the Internal Review Process

DPI's Student Services/Prevention and Wellness (SSPW) Team, AODA staff and administration will review the projects to confirm ratings and approve or make modifications in the plans or budgets. DPI will fund as many projects as possible and ensure budget items are fundable under the prescribed grant appropriation. All recommendations are presented to the state superintendent for final approval. Every effort will be made to ensure the statewide geographic distribution of grants awarded.

Appendix A: WUFAR Function

Instruction (WUFAR Function Coding 100 000 series) - Activities are dealing directly with instruction staff and students' interaction.

Support Services

Pupil and Instruction Staff Services (WUFAR Function Coding 210 000 and 220 000 Series) - This includes support services that facilitate and enhance instruction or other components of the grant. This includes staff development, supervision, and coordination of grant activities.

Administration (WUFAR Function Coding 230 000 and above) - This includes general: building; business; central service administration, including pupil transportation.

WUFAR Object

Salaries (WUFAR Object Coding 100s) - The funds dedicated to paid staff employed to carry out project services.

Fringe (WUFAR Object Coding 200s) - The costs for insurance and other employee benefits associated with salaries.

Purchased Services (WUFAR Object Coding 300s) - Appropriate costs associated with any contracted service that is paid from the grant. This includes travel for people in the project, postage provided by UPS, phone charges, consultants, having something printed or duplicated, subscriptions, field trips, guest speakers, training, and conferences. Stipends are also included in the category.

Non-Capital Objects (WUFAR Object Coding 400s) - Included in this category are workbooks, textbooks, food supplies, educational materials, and supplies for project use (e.g., curriculum packages, books, etc.), and professional resource materials (e.g., magazine subscriptions), reference materials, informational materials for student programs and supplies that are considered consumable.

Other Objects (WUFAR Object Coding 900s) - Costs associated with memberships in professional or other organizations. Entrance fees and field trip fees.

Appendix B: Rating Scale and Rubric

Rating	Criteria	Points
Strong	meets most or all of the criteria.	3 or 4 points
Average	meets some of the criteria.	2 points
Weak	meets none or few of the criteria	0 or 1 point

	Criteria of Strong Ratings
Project Narrative	
<p>1. Demonstration of Need</p> <p>a. Describe the student population and demographics.</p> <p>b. Clearly identify the need(s) for an opioid prevention grant.</p>	<p>The major factors/issues that generated the idea for this application are clearly outlined:</p> <ul style="list-style-type: none"> • Uses local data to support the need for grant funding. • Identifies needs and gaps to be addressed that are directly connected to opioid prevention program development or program expansion.
<p>2. Current Program Status</p> <p>Describe current substance use prevention programming, including any efforts to address opioid prevention via policy or programs.</p>	<ul style="list-style-type: none"> • Provides a clear and comprehensive assessment of current resources that are present in the school community that support substance use and opioid prevention activities.

	Criteria of Strong Ratings
<p>3. Proposed Program and Integration</p> <p>a. What new or established evidence-based substance use prevention curriculum or program will serve as the foundation for addressing opioid prevention?</p> <p>b. Describe how this evidence-based curriculum or program will be enhanced to address substance use prevention policy and opioid prevention messaging.</p>	<ul style="list-style-type: none"> ● Opioid prevention strategies are nested within an evidence-based substance use curriculum or program. ● Opioid prevention activities are clearly described and logically lead to an impact on opioid use. ● Proposal addresses policy development. ● Ideally, activities in the proposal are ongoing, not just a one-time approach. ● Activities have a positive educational value.
<p>4. Measure of Success</p> <p>a. Describe how success will be measured (in addressing the problem(s) identified under Question 1- Demonstration of Need).</p> <p>b. Identify the estimated number of students benefiting from the program.</p>	<ul style="list-style-type: none"> ● Measures are reasonable for addressing the prevention and reduction of opioid use. ● Includes not only process measures (number served, etc.) but also identifies outcome measures (changes in attitudes, behaviors, knowledge, skills). ● Identifies the number of students benefiting from the program.
<p>5. Budget /Plan</p>	<ul style="list-style-type: none"> ● Budget is reasonable and appropriate ● Logically connects to the activities of the proposed project.